**National Association of Community Development Extension Professionals**

**Board Meeting**

**November 15, 2024**

**12 noon - 1:30 p.m. ET**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83224495532>

Meeting ID: 832 2449 5532

**Agenda**

**Welcome/Call to Order** ~ Michelle Eley

* Modified agenda

**Roll Call** ~ Adriana (“*Audrey”) Palmer*

* Michelle Eley
* Jaime Menon
* Crystal Tyler- Mackey
* Daniel Edes
* Audrey Palmer
* Iris Crosby
* Jan Steen
* Scott Slattery
* Nate Peterson
* Julie Daniels
* Karen Tanner
* Jamie Rae Walker
* Steve Alessi
* Adam Hodges
* Michael Dougherty
* Eric Walcott
* Donna Rewalt
* Ricky Atkins

**Agenda** ~Michelle Eley

* Motion: Crystal Tyler Mackey
* Seconded: Juliet Daniels
* The agenda has been accepted.

**Approve Minutes** ~ *Audrey Palmer*

* Motion: Juliet Daniels
* Seconded: Nate Peterson
* The minutes for September and October 2024 have been approved.

**Treasurer’s Report** ~ *Daniel Eades*

* Financial Statements and report are uploaded to member clicks.
* As of Oct 31- $152,441 in Toal Assets. and $62,000 in Endowment
* Last year at this time we had $189,700 in Total Assets and $52,500 in Endowment.
* $30,000 in Red from where we hope to be and will likely be $40,000 in the Red once everything comes in.
* Will hopefully make up money in conference through low costs.
* Will meet with Adam Hodges and Michael Dougherty Finalize letter of intent for NIFA Conference Grant.

**Approve Treasurer’s Report**

* Motion: Juliet Daniels
* Second: Scott Slattery
* The treasurer report has been accepted.

**Word from President Eley**

* West Virginia Board Retreat was very informative and helpful
* Strategic Partnership with NeighborWorks
* Conference Updates-
* NACDEP New Year- Establishing what that looks like
* Elections- helping to identify candidates
* Growth and Partnerships: Something Nate Peterson would like to be a part of and explore more. We want to continue to advance as an organization.
* Assigned board liaisons to committees

**The Association Source** ~ *Ricky Atkins, NACDEP Executive Director*

* Uploaded report to memberclicks
* Sent out regional reps roster.
* Updated every person’s profile.
  + Will retrieve information on the form for conference
* We have 472 members
* Looking through proposals for 2026 conference.

**Partner Reports**

* Regional Rural Development Centers Representative - NERCRD – *Stephen Alessi, Associate Director*
  + Went to Delaware for a DEI Workshop
  + Had monthly meeting and captured notes
    - Discussion centered around Washington changes. Dealing with administrative challenges.
    - NIFA- Sarah Rocker planning a visit in Spring for D.C.
    - What to do if there is a change to RRDC location.
    - Wants more participation in Coming Together for Racial Understanding.

**Conference Reports**

* 2025 Conference *– Adam Hodges/Michael Dougherty*
  + Planning for 2025 Conference next week with entire team.
    - Promotional Materials
  + Every room is a suite.
  + The travel to the location will be a benefit.
  + We have a low food and beverage minimum.
  + Breakfast is free. Will also purchase some breakfast during morning activities.
  + Potential offsite event either at the beginning or end of conference.
  + Board Retreat visited prospective mobile workshop.
  + West Virginia represents the history and diversity of NACDEP.
  + Parking- $15/day
  + Sessions Committee
    - The Oxford Abstract is set up.
    - Call for proposals will go out after Thanksgiving and will last after NACDEP New Year around Jan. 27th
    - Use the theme and national indicators for subject matter.
    - Encourage people to get involved in committees and submit proposals.
* 2026 Conference*– Jan Steen/Jaime Menon/Ricky Atkins*
  + Contracting Started by End of Year
  + Visit Wichita was very instrumental in the process.
  + They helped with the logistics and negotiations and swag bags.
  + The Hyatt wouldn’t give room commission.
  + The Drury is the recommendation.
    - will give a 10% commission on each room, each night
    - They have no food and beverage minimum

**Standing Committee Reports**

* Recognition Committee ~ *Eric Walcott*
* Want to change the verbiage on the NACDEP Distinguished Award by not just presenting one a year. This is because many of them will be retiring.
* Want to eliminate regional awards and focus on national recognition.
* A point was raised for equitability. The process should allow for inclusivity.
* There will be no variation in the process. There is one data set which are judged according to the minimum scoring.
* The scope of the work in 1890s, Southern Region, and county vs extension vs research work can vary, and it can be comparing apples and oranges. Eliminating regional awards can eliminate opportunity for people.
* You can have up to 3 national and regional awards.
* Motion: Julie Daniels- Move to amend the proposal from the Recognition Committee to keep the Regional award for Distinguished Career.
* Seconded: Iris Crosby
* The motion carries with six votes and the proposal is amended.
* Motion: Move to approve Recognition proposal as amended
* Second: Iris Crosby
* The motion carries to approve the Recognition proposal as amended.
* Nomination/Policy & Procedures Committee ~ *Crystal Tyler-Mackey*
  + One week until acceptance of nominations for officer positions online will close.
  + Reminder to tap people and also reconsider yourself.
  + Positions opened:
    - President Elect
    - Treasurer
    - North Central Rep
    - Western Regional Rep
    - 1890 Rep
  + We are looking for a competitive slate.
    - Longer conversation with President Elect for consideration
    - Succession Planning
  + Think about committee leadership and involvement
* Marketing Committee ~ *Donna Rewalt*
* Would like some feedback on the website*.*
* A recommendation to send a survey to the board in 1-2 days.
* By the next meeting, should have full package of logos. Waiting on one change from the designer.
* Would like to discuss logo standards at the next board meeting.
* Reports Filed in MemberClicks
  + Member Services Committee ~ *Nicole Walker*
  + Finance Committee ~ Craig *Carpenter*
  + Diversity, Equity & Inclusion (DEI) Committee ~ *Amber Twitty/Lisa Hinz*
  + Communications Committee ~ Gwynn Stewart
  + Historian Report ~ *Stacey McCullough*

**Updates from Regions & Partners (please include a brief Region/Partner Report)**

* Northeast ~ *Scott Slattery*
  + Met on November 14 and had great attendance and had the largest group since his tenure. There were 12 people.
  + Talked about upcoming NACDEP Conference and participation.
  + Talked about other events taking place in Northeast Region.
* North Central ~ *Jan Steen*
  + Met on November 14 and welcomed President Michelle TO the meeting to give updates regarding NACDEP.
  + Maria Marshall- Director of North Central Regional Development Center shared updates.
  + IACD- Hunter Goodman and Holly shared about the work they are doing and the organization. They are open to coming to other regions
  + Sent out links and information from the meeting.
* Southern ~ *Nate Peterson*
  + Met Oct. 25 and had a great meeting with 23 participants with hopes of increasing numbers.
  + Welcomed President Michelle in the meeting
  + Partner Updates
    - SRDC
    - NeighborWorks- Crystal Scott
* Will send updates to the region.
* Western ~ *Julie Daniels*
* Meeting on Oct. 25
* President Michelle came and gave NACDEP Updates
* Western Rural Development Center changed locations
* Regions Night Out
* Feedback on what they will like to see for the conference, will share with the planning committee.
* Shared about regional programming
* During series of work sessions for conference proposals and nominations.
* 1890 ~ *Iris Crosby*
* 1994/FALCON ~ *Henri Thompson*
* Joint Council of Extension Professionals (JCEP) ~ *Rebekka Dudensing/Crystal Tyler-Mackey*
* How to continue to have quality conferences but looking at budgets.
* Letter going out to Extension Directors and Administrators, asking for support for attending and resources.
* Want to make sure there is value added components across the associations.
* We want representation at ELC and PILD from NACDEP.
* Journal of Extension ~ *Jamie Rae Walker*
* Final Issue of the year coming in at 1.5 weeks
* Small Issue: Once authors get copyright edit, there is a deadline to get it back to JOE. Once they get final proof of deadline feedback.
  + 30% of authors are not complying.
  + Reach out regionally to get authors to be more responsible.
* Actively looking for a replacement rep for JOE
* ELC ~ *Karen Tanner*
  + *ELC Report- Registration is now open for the JCEP/ELC “Year Round Leadership” in Savannah, GA February 19-20. Registration can be found at jcep.org*
* PILD ~ *Erin Ling*; *Novita Epps*

**Old Business**

**New Business**

**Announcements**

* NACDEP New Year Save the Date: Jan 21, 2025 noon-3pm ET
  + Planning committee meeting on Nov 20, 11:30am ET at Zoom link: <https://virginiatech.zoom.us/j/4524131906>
* December meeting – NEW Date\*\* - \*\*Dec. 13th (due to the holiday break)

**Adjourn**

* The meeting was adjourned by President Eley

Board meetings are by Zoom on the 3rd Friday of each month

**START TIMES: 9 a.m. (PACIFIC) ● 10 a.m. (MOUNTAIN) ● 11 a.m. (CENTRAL) ● noon (EASTERN)**